

~~SECRET~~

DDA 87-0195
4 February 1987

MEMORANDUM FOR: DDA Planning Officers

FROM:

[Redacted]

Chief, DDA Management Staff

SUBJECT: FY 1989/90 Standard Support Requirements

REFERENCE: Directorate of Administration 1987 Standard
Support Requirements

1. In April we, with your assistance, will develop Standard Support Requirements (SSRs) initiatives to support the growth reflected in 1989-90 Agency-wide new initiatives.

2. Please review the sections in the attached reference relevant to your office and advise us by 2 March of any necessary revisions in the formulas or narrative explanations for developing the SSRs. Pen and ink changes will be fine. If you have any additions, please provide them in as succinct a form -- preferably outline -- as possible. We want to keep the work required in this exercise for everyone to a minimum.

3. We would also appreciate contact points to call if we have questions in any of the support categories. If you have questions, call

[Redacted]

[Redacted]

[Redacted]

Attachment

As stated, 1 per office

cc: DDA Budget & Finance Officers

[Redacted]

[Redacted]

~~SECRET~~

S E C R E T

SUBJECT: FY 1989/90 Standard Support Requirements

25X1

ORIG:DDA/MS [redacted] da/4Feb87/

Distribution:

- 2 - OC
- 2 - OF
- 2 - OIS
- 2 - OIT
- 2 - OL
- 2 - OMS
- 2 - OP
- 2 - OS
- 2 - OTE
- 1 - DDA Registry
- 1 - MS/B&F
- 1 - MS/Plans
- 1 - Chron

S E C R E T